

ROCKVILLE MAYOR AND COUNCIL RETREAT
January 13, 2008

Issues Identified for Further Discussion Regarding Operation by the Mayor and Council

Civility/Rules for Conducting Meetings

- Orderly system for questions and comments by the Mayor and Council
- Efficiency of our work
- Number of meetings

Emphasis on 3/2 vote

Agenda process

- How items go on the agenda
- Less packed agendas; more discussion

Citizen Forum

- Eliminate Mayor and Council Response to Citizen Forum
- Move Citizens Forum to late in the agenda

Information Sharing/Communication

- Communication among the Mayor and Council
- More information to Mayor and Council on important news items and legal status

Boards and Commissions (Note that this issue was selected by Council as a Vision Priority)

- Process for appointment to boards and commissions
- Relationship to Mayor and Council, relationship to other commissions
- Coordination between groups
- Allow boards and commissions to do their job and for the staff to do theirs

Have more work sessions (court cases, updates on operational issues, Zoning Ordinance)

Charter Reform/Election Reform (Note that this issue was selected by Council as a Vision Priority)

- Length of terms
- Staggered terms
- Size of Council
- Representation (district/at large)

Rockville Mayor and Council Operating Guidelines Draft (1-13-08)

1. The Mayor will suggest a structure for issue response/questions in a way that makes the discussion effective and will solicit the assistance of Council Members in insuring orderly discussion.
2. The Mayor and Council will not ask staff to complete tasks without the concurrence of a majority. During discourse at meetings, staff should avoid accepting one Member's suggestions about which the Council may not agree.
3. Council Members will respect the needs and positions of other Members.
4. The Council's work sessions are public meetings for the purpose of understanding and discussing highly complex issues and thus take place in a more informal, untelevised session to promote the exchange of ideas.
5. The City Manager will keep the Mayor and Council Members well informed through informal meetings, telephone calls and e-mails to acknowledge the different needs of Members.
6. The Council will respect the citizens' right to speak at meetings in the Citizen's Forum, thank them for input, direct to staff members as needed, and avoid engaging a lengthy response.

Issues Discussed and Resolved	
Citizen's Forum	
The Mayor and Council decided to eliminate Council Response to Citizen's Forum and will instead observe Guideline #5.	
Work Sessions/Frequency of Meetings/Efficiency of Meetings	
Considerable discussion ensued on this issue, resulting in Guideline #3.	
3/2 Vote	
After discussion, the Council decided that this concern is being addressed sufficiently and no further action is needed.	
	Issues Not Yet Discussed
Agenda process	
<ul style="list-style-type: none"> How items go on the agenda Less packed agendas; more discussion 	
Information Sharing/Communication	
<ul style="list-style-type: none"> Communication among the Mayor and Council More information to Mayor and Council on important news items and legal status 	
	Issues that Have Been Identified as Priorities
Boards and Commissions (Note that this issue was selected by Council as a Vision Priority)	
<ul style="list-style-type: none"> Process for appointment to boards and commissions Relationship to Mayor and Council, relationship to other commissions Coordination between groups Allow boards and commissions to do their job and for the staff to do theirs 	
Charter Reform/Election Reform	
<ul style="list-style-type: none"> Length of terms Staggered terms Size of Council Representation (district/at large) 	